

25 January 1974

MEMORANDUM FOR: Deputy Director for Management and Services  
SUBJECT : Weekly Report of Significant Activities  
REFERENCE : DD/M&S Administrative Instruction No. 73-4,  
dated 11 April 1973

As requested, following is a report of significant activities for this office for the preceding week.

1. Deputy Director of Medical Services and Chief, Field Support Staff spoke 23 January at the Trends and Highlights Course at the [REDACTED]

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2. The OMS Committee for the Behavioral Sciences met again yesterday with an official of the Office of Strategic Research as a follow-up of the OSR meeting reported in our last weekly report. Further discussions are planned in consideration of possible OMS support to that office.

3. Chief, Psychiatric Staff on 18 January participated in an Office of Training panel on Systems Dynamics. This had to do with the application of this model system to the community mental health center.

4. [REDACTED] (C/SPD) addressed the SB Operations Course 24 January on Directors and Agents in Place. (This is a regular speaking engagement for the Psychiatric Staff and [REDACTED] as a psychiatrist, spoke for that staff.)

5. In the Summer-Only Employee program for 1974, the Selection Processing Division has seen some 241 applicants. Fifty-two more are scheduled for tomorrow (Saturday), with a remaining 15 to be seen at later dates.

STATSPEC 6. Operations Division met 21 January with an official of the [REDACTED] concerning [REDACTED]

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[REDACTED]

7. Psychological Services Staff activities:

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a. Chief, Psychological Services Staff and Chief, Assessment Branch of PSS, met 22 January with Mr. [REDACTED] of the Office of Training to discuss PSS participation in the next presentation of the Advanced Management Program.

b. Chief, Research Branch met on 23 January with officials of the OTR Language School to report the results of a PSS study designed to predict success in language training on the basis of psychological characteristics of the language trainees.

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c. [REDACTED] participated 24 and 25 January in the Office Management Course for senior secretaries at [REDACTED] presenting concepts of Transactional Analysis as these apply to the roles and functions of Agency senior secretaries.

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8. Field support activities:

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a. [REDACTED] visited [REDACTED] and [REDACTED] 22 - 24 January on regional survey.

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b. [REDACTED], at headquarters request, visited [REDACTED] 19 January to evaluate a medical problem.

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c. [REDACTED] visited [REDACTED] January and [REDACTED] 21 January to assist in medical problems.

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John R. TIETJEN, M.D.  
Director of Medical Services

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OMS/Ex0 [REDACTED] ed

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